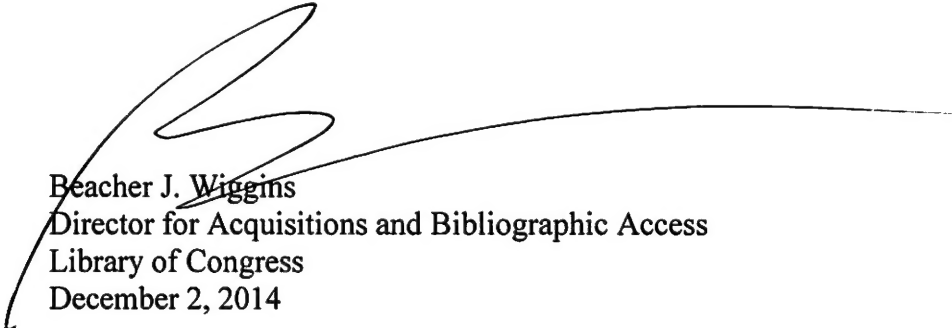


**Acquisitions and Bibliographic Access Directorate
Library Services, Library of Congress
Annual Report for the Fiscal Year Ended September 30, 2014**

To the Librarian of Congress:

The report of the Acquisitions and Bibliographic Access Directorate for the fiscal year ended September 30, 2014, is herewith respectfully submitted.



Beacher J. Wiggins
Director for Acquisitions and Bibliographic Access
Library of Congress
December 2, 2014

**Library of Congress
Acquisitions and Bibliographic Access Directorate
Annual Report for the Fiscal Year Ended September 30, 2014**

Beacher J. Wiggins, Director for Acquisitions and Bibliographic Access

The Acquisitions and Bibliographic Access Directorate (ABA) of the Library of Congress is responsible for acquiring materials for all collections held by the Library Services service unit and the Law Library of Congress; for cataloging print and digital resources in all languages; for professional training of Library of Congress staff and colleagues in the library community; and for a wide range of cooperative programs in cataloging and acquisitions. In fiscal 2014 the ABA Directorate maintained high production in a year of inelastic resources; greatly increased its contributions to the Library's web presence; successfully implemented an up-to-date integrated software system for the Library's overseas offices; led the library community in developing BIBFRAME, a new bibliographic framework that will make libraries' catalog data intelligible to the semantic Web; and led cooperative programs that greatly enhanced other libraries' services to patrons.

**Collect and preserve the record of America's creativity and the world's
knowledge (including services to Congress)**

In fiscal 2014 the Library's Acquisitions and Bibliographic Access Directorate (ABA) purchased 717,339 items for the collections, a decrease of 28 percent compared to the 1,001,354 items purchased in fiscal 2013, but comparable to the 736,341 items that ABA purchased for the Library's collections in fiscal 2012. The directorate also acquired 203,884 collection items through exchange, unsolicited gift, or transfer from other federal agencies, an increase of twenty percent over the 163,251 items obtained by these methods the previous year. Items received

through the U.S. Copyright Office or Cataloging in Publication and International Standard Serial Number programs totaled 457,647, an increase of 14.5 percent over the 399,536 items acquired from these sources in fiscal 2013. The total of 1,378,870 collection items acquired by the ABA Directorate will greatly strengthen the general, law, area studies, and special-format collections that are important to researchers and the Congress. The Directorate also facilitated the acquisition of 1,627,566 additional items that were donated to the Library's custodial divisions, compared to 1,022,536 in fiscal 2013 and 1,884,634 in fiscal 2012.

The ABA Directorate expended a grand total of \$24,539,936.34 for collections this fiscal year, compared to \$20,497,843.25 in fiscal 2013 and \$21,054,706.93 in fiscal 2012. The fiscal 2014 budget enacted by Congress set the Library's GENPAC (General Purchase/Acquisitions and Cataloging) fund, under which most acquisitions for the Library collections (except those of the Law Library of Congress) are made, at \$14,057,322, compared to slightly less than \$14 million (\$13,994,164.61) in fiscal 2013 and \$14.5 million in fiscal 2012. Funding for the Law Library collections was set at \$2,420,000, a slight increase over the \$2,302,621.73 allocated to purchases for the Law Library the previous year. Gift funds and end-of-year reprogrammed appropriated funds enabled ABA to purchase many additional valuable, in many cases rare, materials in all formats for the Library's collections.

The five purchasing divisions--the African, Latin American, and Western European Division (ALawe), Asian and Middle Eastern Division (ASME), Germanic and Slavic Division (GS), US/Anglo Division (USAN), and Overseas Operations Division (OVOP), the administrative home for the Library's six overseas offices in Cairo, Egypt; Islamabad, Pakistan; Jakarta,

Indonesia; Nairobi, Kenya; New Delhi, India; and Rio de Janeiro, Brazil—continually sought to optimize the Library’s purchasing power. Working with the Collections and Services Directorate they negotiated price reductions totaling \$1.9 million from vendors. The China Section in ASME began working with four dealers rather than the single dealer who had supplied the Library in the past, to encourage competition over pricing and services. New vendor agreements were also reached for South Africa, Taiwan, and parts of the Caribbean region. The ABA staff purchased many treasures for the collections, including an edition of the Codex of Justinian published in Hamburg, Germany, in 1674; ten manuscript maps made by Augustin Codazzi shortly after Venezuela’s independence in the 1830s, that led to the first printed atlas of Venezuela; a complete run of the cartoon posters published in the Dutch weekly magazine *De Nieuwe Amsterdammer*, January 2, 1915 (no. 1) to December 28, 1918 (no. 209), that strengthened the Library’s collections of graphic materials related to World War I; the 50-volume *Diccionario Biográfico Español*, from the Spanish Royal Academy of History; original (“born-digital”) images of five of Mexico’s 36 states and two sample South American countries, Ecuador and Nicaragua, by Adalberto Rios Szalay; the John Goodman-Mingus Speaks Interview Collection, unique interviews with the noted composer and musician Charles Mingus, his wife Sue and associates; a rare 1791 map of northeastern Peru printed in Lima; *Okamura Kichiemon: Iroha emoji* (Figurative writing of Japanese syllabary), one of 30 copies printed in 1965; the Euromaidan ephemera collection representing selected materials from the Euromaidan protests in Ukraine from late November 2013 to March 2014 that resulted in the toppling of President Viktor Yanukovich’s government; 859 reels of 16mm microfilm of the Yokohama, Japan, Specie Bank’s historical record of internal reports and other documents, unavailable as a complete set in

any other North American library; and *K'önt'ench'ũ sanöp yŏn'gŭk yŏn'gu*, studies on Korean theater.

A specialized purchase acquisition method is bidding at auction. This year the US/Anglo Division placed successful bids for the Stan Laurel Collection; a manuscript draft for an advertisement to be published in the *Virginia Gazette*, April 20, 1775, for two runaway servants, signed George Washington; American illustration drawings by women illustrators; George Gershwin's signed music sketch for his Second Rhapsody; and materials on the Salem Witch Trials.

The Africa Section, ALAWE, continued its collaboration with the Council of American Overseas Research Centers (CAORC), to purchase difficult to acquire monographs and serials from areas of West Africa that present challenges to most approval plan vendors in terms of traveling to those nations. In fiscal 2013, the Library decided that CAORC would become responsible for acquisitions from Sierra Leone, and responsibility for Mauritania would be assigned to the Library's overseas office in Cairo, Egypt. Responsibility for acquisitions from Senegal would be shared by CAORC and the Library's office in Nairobi, Kenya. With these changes, the countries covered for the Library of Congress by CAORC in fiscal year 2014 were Benin, Burkina Faso, Chad, Ivory Coast, Gambia, Guinea Conakry, Mali, Niger, Senegal, Sierra Leone, and Togo. During the year CAORC supplied 819 monographs and 4,107 serial issues to the Library, more than double the total acquired from West Africa by the Library the previous fiscal year, reflecting an increase in requests from recommending officers of the Law Library.

The Library continued its robust exchange agreements with more than 4,000 institutions in 115 countries. Created in 2002, ABA's Duplicate Materials Exchange Program (DMEP) facilitates the exchange of materials between the Library and partner institutions by means of a web ordering site. In fiscal 2014, ABA supplied DMEP partners with 19,480 items – a decrease of eleven percent from the 21,844 items supplied the previous year--that they requested on the Internet or from printed list selections. The Library received 91,710 items from its exchange partners, a decrease of 3.7 percent from the 95,282 exchange items received in fiscal 2013. The shift from print to electronic formats continued, resulting in fewer items exchanged. For example, the Embassy of Spain contacted the chief of ALAWE to request modifications to the 1950 exchange agreement between the National Library of Spain and the Library of Congress to reflect contemporary circumstances. Nevertheless, through exchange agreements ABA acquired such valuable collection resources as 22 volumes of historical documents about the first Military Academy established during Republican China, an exchange title from National Library of China; 161 maps of pre-Israel Palestine and Israel dating from 1933-2001, on exchange from the University of Haifa; 3,255 titles from Serbia; 2,239 from Croatia; 978 from Bulgaria; 572 from Slovenia; and approximately 3,000 items from non-traditional presses received on exchange from the Russian Historical Library in Moscow.

The USAN Division also acquired 28,545 print or special-format federal, state, and local government publications through agency transfers. This represented a decrease of 12,346 items, or 30 percent, from the previous year. Non-purchase federal and state materials forwarded for retention had significant decreases although there was a large increase in deposits of federal publications from the Government Printing Office (GPO). The continuing decrease in state and

local receipts is due to fewer state and local materials being deposited by state libraries and historical societies. State governments have moved to electronic-only access and distribution of their publications to a much greater degree than has the federal government.

At the end of December 2013, Edizioni Charta, an independent publishing firm in Italy, went out of business and donated its entire remaining inventory of 940 titles to the Library. After review by the recommending officers for Italy and fine and decorative arts, 540 titles were retained for the Library's collections, with the remaining titles going to DMEP.

The ABA Directorate also acquired collection materials via copyright and directly from publishers. The ABA Directorate's national imprint divisions, the US Arts, Sciences, and Humanities Division (USASH) and the US Programs, Law, and Literature Division (USPRL), acquired resources in all formats via the U.S. Copyright Office, the Cataloging in Publication (CIP) Program, the Preassigned Control Number Program (PCN), and the International Standard Serial Number (ISSN) Program. In fiscal 2014, ABA received 156,644 monograph volumes from the Copyright Office, either deposited as part of copyright registration or demanded by the Copyright Acquisitions Division. This was an increase of 6.5 percent from the 147,150 monograph volumes forwarded by the Copyright Office in fiscal 2013. In addition, ABA received 202,693 print serial issues and volumes from the Copyright Office, compared to 145,218 the previous year, and 1,419 electronic issues acquired through the Library's e-Deposit program—a decrease of 27 percent from the 1,936 e-serial issues received in fiscal 2013, as a result of the four weeks' processing time that was lost to the partial government shutdown, weather related building closures, and the ILS software upgrade. While most of the serial

acquisitions were loose serial issues of titles already cataloged, 1,787 represented new U.S. serial titles selected for the Library's permanent collections for the first time this year—an increase of 38 percent over the 1,299 new serial titles received through copyright in fiscal 2013. The nation's publishers submitted 98,310 books in compliance with requirements of the Cataloging in Publication and Preassigned Control Number programs that provide cataloging data in advance of publication for books likely to be acquired by libraries in the U.S. This figure is 6.5 percent lower than the 105,232 books acquired in the CIP and PCN programs in fiscal 2013.

The monographs and serials received through copyright and CIP represent the current creative output of U.S. authors, researchers, and scientists. Members of Congress and their staff regularly request U.S. English language titles in all subjects. On a daily basis, ABA provided expedited cataloging for materials requested by Congress. Titles received from the Copyright Office, whether or not they are scholarly in nature, have historical importance, as they document the daily lives and culture of the American people. Through the titles received from Copyright, the Library builds strong collections in all subject areas and has particularly important resources to support research in popular culture, such as children's books, cookbooks, comic books, genealogies, movie tie-ins, and video game books. These materials will be a rich resource for future historians.

The ABA Directorate obtained digital resources of great relevance and value to Congress and other users of the Library. The U.S./Anglo Division, in addition to acquiring English and foreign language materials from all Anglo-heritage countries, housed the Electronic Resources Management System (ERMS) Pilot Team that maintained the Library's Electronic Resources

Online Catalog (EROC) showing holdings and licensing information as well as bibliographic records for electronic journals and electronic books.

The Directorate expended \$4,926,098.97 to acquire or license access to 1,907 digital resources, compared to \$4,333,587.44 expended in fiscal 2013 on 4,093 digital resources. The Library renewed its membership in the Elektronische Zeitschriftenbibliothek (EZB) that made 78,227 titles available, of which 46,996 include free full text access for the Library's on-site users. All of the EZB titles can easily be found and accessed through the Library of Congress Electronic Resources Online Catalog or directly through the EZB link.

The Library's eDeposit project made progress this year in acquiring born-digital serials through copyright. The USASH Division worked with the U.S. Copyright Office to establish two special relief agreements with publishers Walter DeGruyter and Emerald Publishing that provided the Library with access to e-serials as well as 549 e-books. Acquisition of e-resources through copyright freed GENPAC and other funds for valuable collection resources that could be obtained only by purchase.

The directorate also built the Library's collections directly, as a creator of digital content. The overseas offices digitized news reports and many items of grey literature for the collections, covering US activities in Afghanistan, education, human rights, court decisions, and other topics. The offices also archived thousands of web sites from countries that do not participate in the International Internet Preservation Consortium. Many of those web sites were related to elections and therefore had a limited lifespan in the countries where they were first maintained;

without digitization by ABA's overseas offices, the content would cease to exist. The overseas offices hosted 27 of the Library's 72 web archive collections. In 2014, the Rio Office managed two active collections: the ongoing *Brazil Cordel Literature Online* archive (24 sites) and the *Brazilian Presidential Election 2014* web archive (48 sites). In July, the Library released to the public the collection *Brazilian Presidential Election 2010*. Beginning in January 2014, two Germanic and Slavic Division librarians monitored the Internet for digital documentation in the form of electronic newsletters and web sites on current events in Ukraine to add to the "Ukraine Conflict" collection on "Archive It" <https://archive-it.org/collections/4399>. The site documents the recent political crisis in Ukraine, which began in November 2013. The director for ABA continued to participate on the Library's Management Oversight Group on Selecting and Managing and Content Captured from the Web that oversaw the archiving of other web sites.

Provide the most effective methods of connecting users to our collections

In fiscal year 2014 the Acquisitions and Bibliographic Access Directorate (ABA) cataloged a total of 255,697 items on 206,476 new bibliographic records including 1,557 archival records for the National Union Catalog of Manuscript Collections. The number of items cataloged represented 85 percent of the 301,722 items cataloged in fiscal 2013, while the 206,476 completed bibliographic records equaled 95.5 percent of the 216,097 bibliographic records completed the previous year. In fiscal 2014, ABA lost 21 workdays of production to the partial government shutdown in October, weather-related closures (the six overseas offices were able to continue working during these closures in Washington), and the essential upgrade of the integrated library system in February, when no acquisitions or cataloging work could be

performed. In fiscal 2013, only six workdays were lost to furloughs and inclement weather. Thus the ABA Directorate maintained 95.5 percent of its previous year's bibliographic record production in only 93.4 percent of the available worktime.

Of the 206,476 completed records, copy cataloging accounted for 60,683 compared to 63,198 in fiscal 2013, a decrease of less than four percent. Original cataloging, the category of most interest to other libraries that depend on the Library of Congress for much of their cataloging data, accounted for 145,793 records, a decrease of 4.6 percent from the 152,899 original records in fiscal 2013. ABA provided inventory control for 324,600 monographs (books) and 233,513 loose serial issues, for a total of 558,113 new general collection items, a slight increase over the 551,535 new general collection items inventoried the previous year. The cataloging data that ABA produced are available everywhere in the Library of Congress Catalog on the World Wide Web and distributed via the bibliographic utilities for the benefit of the entire library community.

The directorate improved the Library of Congress catalog in several important ways this year. ABA produced 71,743 new name authority records to support searching with standardized search terms, an increase of 5.4 percent over the 67,845 created in fiscal 2013. It added 3,350 6,330 new authorized subject headings to the Library of Congress Subject Headings; the decrease of nearly 50 percent from the 6,330 added the previous year is explained by the completion of the programmatic changes to Library of Congress Subject Headings necessitated by the Library's implementation of new cataloging instructions. By contrast, the creation of 5,806 new classification numbers to the Library of Congress Classification exceeded the previous year's

2,273 by more than 250 percent. The ABA Directorate also revised 279,819 bibliographic records to update search terms to contemporary language.

The continued expansion of cataloging in the Library's six overseas offices—in Cairo, Egypt; Islamabad, Pakistan; Jakarta, Indonesia; Nairobi, Kenya; New Delhi, India; and Rio de Janeiro, Brazil, all administered by ABA—helped the directorate maintain its high production levels. For example, the New Delhi Office increased the number of bibliographic records it created by 29 percent, creating 14,728 records this year as compared to 11,404 the previous fiscal year. Three junior catalogers in the New Delhi Office completed training in subject cataloging and classification in language, literature, history, and civilization.

Through the Cataloging in Publication (CIP) Program, ABA provided cataloging in advance of publication for 50,040 titles in fiscal 2014, a decrease of less than two percent from 50,962 ECIP titles in fiscal 2013. In the forty-three years since the CIP program was established, CIP data has been prepared for a cumulative total of 1,723,407 titles. An estimated 5,284 publisher imprints participated in the program this year, representing a broad spectrum of publishers whose titles are of primary interest to both the Library of Congress and the nation's libraries. Throughput time for completing ECIP cataloging increased again this year, probably as a result of lost workdays. The average number of calendar days for completing an ECIP record was 36.1 days, three days slower than last year's throughput time of 33.4 and nearly two weeks slower than the average throughput of 23 calendar days in fiscal 2012.

In the Preassigned Card Number (PCN) program, ABA processed 54,783 applications, a slight increase over the previous year's 53,253. The fully automated PCN program provides LCCNs for forthcoming books that do not qualify for full CIP cataloging. It is a cost-effective way to provide initial bibliographic control for the use of libraries and publishers. A total of 64,851 publishers, generally smaller publishers, were now registered to participate at year's end.

The ECIP Cataloging Partners Program expedited cataloging and reduced the cost of producing cataloging records. Libraries undertook to provide CIP cataloging for forthcoming titles of particular interest to their institutions, such as publications of their own university presses or resources in their subject specialties. In fiscal 2014 twenty-two partner libraries created pre-publication metadata for 6,377 titles, representing 13 percent of all ECIP's cataloged. The quantity of ECIP's cataloged by the partner libraries grew by 24% over fiscal 2013. The Library added five ECIP Cataloging Partners this year: Arizona State University, Georgetown University, New York University Law Library, University of California, San Diego, and University of Texas, Austin. All five new partners catalog materials for their university presses. In addition, New York University handled international law titles and Arizona State University created pre-publication metadata for books on Native Americans, their history and culture.

The provision of Electronic Cataloging in Publication records for e-books made cataloging available inexpensively to the nation's other libraries that increasingly acquire materials in digital form. The CIP Section in USPRLL began cataloging e-books in advance of publication in 2012 and in 2013 began working with the Information Technology Services Directorate and the Integrated Library System Program Office to design workflows and an ingest system for the e-

books acquired for the Library's collections via ECIP. By the end of fiscal 2014, 143 publishers participated in the CIP E-book Program. Ten publishers worked closely with the Library on creating the ingestion procedures that facilitated the successful transfer of 67 e-books this fiscal year. In fiscal 2014 Library of Congress catalogers and partner libraries created pre-publication metadata for 2,308 e-books; the total number of e-books cataloged via the CIP Program since 2012 is 5,092.

This year ALAWE completed its first e-books Pilot Project, a collaboration initiated in 2013 with the Library's Argentinian book dealer, Garcia Cambeiro. The Library agreed in 2013 to purchase a collection of Spanish e-books. Previously the Library had only purchased e-books in Spanish as a part of a subscription package with the vendor DIRSA in Mexico. The agreement with Garcia Cambeiro provided individual e-book titles. The license agreement was unique in that the Library specified a number of requirements, including its need to receive full text, archival quality PDF copies of e-books in Spanish in topics most sought after by the Library's researchers, including the social sciences, sciences, and the humanities. The agreement also stipulated that the vendor would provide bibliographic records in the MARC (Machine-Readable Cataloging) format for the e-books, and that those records would adhere to BIBCO Standard Record guidelines, the Library's default level of cataloging. The Library chose to purchase only the PDFs and associated MARC records of 190 e-books and did not purchase the related print titles, as an experiment to conserve space in the stacks. The 190 MARC records were loaded into Library of Congress Online Catalog, and the e-books are loaded into its Electronic Resources Management System, making them accessible to scholars in the Library's

reading rooms under the search term for “Ventara,” the hosting platform. As of August 2014, usage reports showed that 7,076 pages of e-books had been viewed in 306 user sessions.

The ABA Law Section reclassified 5,616 titles previously classed under the generic “LAW” class to the appropriate K schedule of the Library of Congress Classification. This number represented a decrease of 48% from the 10,774 titles reclassified the previous year. The focus in fiscal 2014 was primarily on reclassing German law, Roman law, and Canon law titles.

Deepen the general understanding of American cultural, intellectual, and social life and of other peoples and nations

The staff members in the National Union Catalog of Manuscript Collections (NUCMC) continued the program’s five-year Web observance of the sesquicentennial of the Civil War. The installment for fiscal 2014, Part 4 “The Soldier’s Dream of Home,” focused on the home front, women in the war, the role of charitable organizations, economic aspects of the war, and patriotic societies. This program highlights the bibliographic access provided by the program to the nation’s hidden documentary heritage. Letters, first-hand accounts, medical records and official documents describe what happened.

For the first time, NUCMC staff publicized the program at an exhibit booth during the Society of American Archivists (SAA), annual meeting in Washington, D. C., in August. The booth contained three high-impact panels that provided information about the program as well as a laptop that NUCMC staff used to show the NUCMC web site to prospective repositories. As a result, five institutions expressed interest in participating in NUCMC.

A librarian in USASH served as vice president of Wikimedia DC, the Washington, D.C., regional outreach organization for Wikipedia, and organized contributions from Library of Congress staff to that communally edited online encyclopedia. The librarian also was detailed to the World Digital Library from November 2013 to May 2014 to create metadata for texts and images such as the “Green books” collection.

The chiefs of ALAWE and USPRL and the head of the ALAWE South America Section were selected to serve on the Library Futures Initiative, a new program established by the Office of the Librarian that was launched at the beginning of the fiscal year to chart a new path for the Library of Congress. Many of their recommendations were reflected in the announcement made by the Librarian of Congress at the end of the fiscal year on the implementation of the Library’s “U.S. Hispanic Recruitment & Outreach Initiative” to engage the Hispanic community.

Leslie Hawkins, CONSER coordinator in the Cooperative and Instructional Programs Division of ABA, received the 2014 Ulrich’s Serials Librarianship Award presented by the Continuing Resources Section (CRS) of the Association for Library Collections & Technical Services (ALCTS), a division of the American Library Association. The award recognizes distinguished contributions to serials librarianship. Judith P. Cannan, chief of COIN, received the ALA Federal and Armed Forces Libraries Round Table 2014 Achievement Award for her promotion of library and information service and the information profession in the Federal community. Karl Debus-López, chief of the USPRL Division, was elected to a second two-year term as Chair of the International Standard Serial Number (ISSN) Governing Board.

Provide leadership and services to the Library and information community

The ABA Directorate provided leadership and services to the Library and information community by establishing and disseminating cataloging policy; promoting the development of a new bibliographic framework, BIBFRAME, for the exchange of catalog data; supporting the international Program for Cooperative Cataloging (PCC), the National Union Catalog of Manuscript Collections (NUCMC), the Dewey Decimal Classification, and the International Standard Serial Number programs; and supporting the Cooperative Acquisitions Programs of the six overseas offices. Staff from ABA were invited to provide cataloging training in Brazil, the Netherlands, and Peru as well as the United States. They worked with many other organizations, including the American Library Association, American Theological Libraries Association, Art Libraries Society of North America (ARLIS/NA), Council on East Asian Libraries, Music Library Association, and Society of American Archivists, to promulgate cataloging standards as widely as possible.

After the Library and the North American library community successfully implemented the new cataloging instructions *RDA: Resource Description & Access* in 2013, ABA continued to participate in refining RDA and making it more accessible to librarians. An ABA cataloging policy specialist served as the Library of Congress representative to the Joint Steering Committee for Development of RDA (JSC), which met in Washington, D.C., in November 2013. The JSC discussed 48 proposals and discussion papers; five papers were submitted by the Library of Congress. Another ABA staff member is the editor of examples in RDA and a

member of the JSC Places Working Group. The primary development work on RDA accomplished during fiscal 2014 included: a major release of the *RDA Toolkit* (April 2014) and two updates in November 2013 and February 2014. With the PCC, ABA began planning to recode the remaining portion of the LC/NACO Authority File into alignment with RDA and to populate existing name records with additional enhancements whenever possible, with both projects to proceed the next fiscal year.

A new classification number, PZ7.1, was added to the Library of Congress Classification (LCC) in July 2014, representing a very significant advance in the classification of English-language juvenile fiction. Until July, all juvenile fiction published in English since 1870 was classified in a single number, PZ7; the severe overcrowding in that number often made classifying new materials difficult. The number PZ7 remains valid for authors who began to publish in 1870 through 2014. Authors beginning to publish in 2015 or later will now be classified in PZ7.1.

Work on the LCC schedule KVJ (Law of Hawaii (to 1900)) was completed, and the schedule was added to Classification Web. The University of Hawaii Law Library/School of Law began using it this year. The Library of Congress law classification specialist continued to collaborate with colleagues at the University of Hawaii and Hawaii State Archives officials on native terminology to include in the schedule.

The KIA-KIK schedule (Law of Indigenous Peoples in the Americas: North America) was soft-released in June 2014, but catalogers were requested to refrain from using it because revision and expansion of the numbers and captions continued. As an associated project, the existing KF

schedule (Law of the United States (General)) was revised and expanded to better account for United States Indian law.

In early 2013, the Library of Congress Cataloging Distribution Service (CDS) announced that it would transition to online-only publication of its cataloging documentation. On July 1, 2014, the sale of all CDS print publications ended. All new editions to LCSH, the LCC schedules, the *Subject Headings Manual* (SHM), and the *Classification and Shelflisting Manual* (CSM) and updates are freely available on LC's Acquisitions and Bibliographic Access web site (<http://www.loc.gov/aba>). In June 2013, ABA's first free download site, the 34th Edition of LCSH, was launched. By July 2014, free download sites or links for all the cataloging documentation were available from ABA. For users desiring enhanced functionality, the Library's two web-based subscription services, *Cataloger's Desktop* and *Classification Web*, continue as products from CDS.

The Policy and Standards Division continued to work closely with the ALA/ALCTS/Subject Analysis Committee to develop genre/form terms for literature and also the "general terms" that apply across disciplines (e.g., dictionaries). PSD also continued to work with the Music Library Association to develop genre/form terms for music.

The Surplus Books Program within the ABA Acquisitions Fiscal and Support Office placed 62,518 surplus items with libraries and charities within the U.S.

The ABA Directorate led the library community in developing BIBFRAME, a new bibliographic framework that will make libraries' catalog data intelligible to the semantic Web. The library and

information communities, realizing that library catalogs are rich sources of information but are generally hidden from Web search engines, are seeking ways to make cataloging, including legacy data, accessible as linked data on the World Wide Web. Led by ABA and the Network Development and MARC Standards Office, the Library this year experimented with using the framework model that was released in early fiscal 2013 (November 2012). The Library in 2014 focused on refining the model and on testing conversion of legacy data, chiefly in the current standard format, Machine Readable Cataloging (MARC), to BIBFRAME. The Library also monitored BIBFRAME testing by pilot institutions: the British Library, National Library of Australia, Stanford University, and Colorado College. To ensure that BIBFRAME development was truly a community-wide initiative, the Library maintained an electronic discussion list and two web sites about BIBFRAME development.

This fiscal year the ABA Directorate continued to provide the secretariat for the Program for Cooperative Cataloging (PCC), an international consortium of more than 860 libraries and other institutions that sets cataloging standards, delivers training, and supports innovations in cataloging and bibliographic formats. The secretariat supported all four PCC components: NACO, the Name Authority Cooperative; SACO, the Subject Authority Cooperative that also includes cooperative contributions to the Library of Congress Classification; BIBCO, the monographic Bibliographic Cooperative; and CONSER, the serial bibliographic record component, or Cooperative Online Serials.

The 72 BIBCO institutions contributed 51,335 monographic records in fiscal 2014, a decrease of 6,753 records, or 11.36 percent, from the 58,088 BIBCO records in 2013. The number of new

records contributed by CONSER members in fiscal 2014 was 15,372, a 7.16 percent decrease from the number reported the previous year. The PCC NACO contributions for new name authority records were 193,722, an increase of 9.28 percent over the previous year. The PCC NACO contributions exceeded the name authority records created by the Library of Congress by 179.2 percent this year. Changes to name authority records decreased by 16 percent to 142,389, as there were no massive modification projects to existing records this year. New series authority records rose to 9,737, while series changes declined to 7,574. The PCC SACO contributions showed a decrease in new Library of Congress Subject Headings (LCSH) authority records of 32.41 percent. New LCSH authority records totaled 1,564, and changed records totaled 410. New Library of Congress Classification numbers totaled 226.

Despite continuing budget constraints in many libraries, the PCC attracted 46 new institutions this year. Of these institutions, 32 were funnel members and 14 were institutional members. Twenty-nine new members joined NACO, and every program had some gains. BIBCO added thirteen new members in fiscal 2014, while CONSER and SACO each added two new members. At year's end there were 868 PCC member institutions active in one or more programs.

The PCC offered extensive training during the year, focusing on RDA. A total of 508 participants attended PCC training sessions that were offered in 46 live webinars and 10 face-to-face training sessions.

Since the establishment of the first BIBCO Funnel in 2013, the program saw an increase in its funnel membership. The thirteen new BIBCO members include three institutional members

(Folger Shakespeare Library, ProQuest, and University of Alabama at Birmingham); five new members each were added to the Hebraica BIBCO funnel and to the New Jersey BIBCO Funnel.

The BIBCO Participants' Manual underwent further revision to clarify the text and add information on creating BIBCO Standard Records assigning only subjects from FAST (Faceted Application of Subject Terminology), a fully enumerative faceted subject heading schema derived from LCSH, and on working with ECIP galleys. The revised manual was scheduled to be posted in the 2015 issue 1 of *Cataloger's Desktop*. To assist in promoting the Library's ECIP Program, the Secretariat held presentations during the annual BIBCO Operations Committee Meeting on BIBCO ECIP processes and sent invitations to join ECIP Cataloging Partners to 24 institutions.

The PCC Secretariat worked with the BIBCO members to develop training documentation for the creation and updating of records using the PCC RDA BIBCO Standard Record guidelines. The materials include examples covering various formats and cataloging situations. Currently an instructor-led curriculum, plans were being developed to offer the curriculum in an eLearning format. In order to support members working in special formats, the PCC Secretariat conducted a survey on training needs for special collections. The PCC Standing Committee on Training was tasked to develop and conduct the training based on the survey results.

Several CONSER tools were revised in 2014 to support PCC implementation of RDA for new bibliographic records, since the PCC agreed to cease support of the former cataloging code, Anglo-American Cataloguing [sic] Rules, 2nd Ed., on December 1, 2014. Modules of the

CONSER Cataloging Manual (CCM) were revised to incorporate RDA and PCC policy decisions and were posted to the CONSER web site in 2014. The final version of the RDA CONSER Standard Record (CSR) Metadata Application Profile was completed and posted on the CONSER web site. CONSER Guidelines for Working with Existing Copy were revised and posted to facilitate working with copy in the RDA environment.

Of the 29 new members of NACO in fiscal 2014, seven were new “stand-alone” institutions, and 22 joined NACO funnels. A new NACO funnel, the WRLC (Washington Research Library Consortium) Funnel, was formed, consisting of five institutions in the Washington, D.C., area.

To train new NACO members and provide NACO refresher training for existing members, the PCC Secretariat offered three separate online NACO Training Workshops in October 2013, January 2014, and September 2014.

SACO members actively participated in the transition of personal named entities (fictitious characters, deities, mythological figures, etc.) from the LC/SACO Subject Authority File to the LC/NACO Name Authority File. This transition was the result of RDA’s inclusion of these entities as creators, and thus as descriptive access points. The project to transition the entities from LCSH to NACO is ongoing and changes are being made on an as-encountered basis.

In 2014 COIN supported the BIBFRAME initiative, seeking to increase the publicity for the initiative and to provide metadata creators with a greater understanding of the new bibliographic

framework. In June 2014, the Library of Congress officially expressed its desire to work with the PCC to assure that the development and fine-tuning of BIBFRAME is informed by input, feedback, and support from the cooperative cataloging community. A BIBFRAME survey created by COIN staff was distributed to numerous electronic discussion lists on June 24, 2014. The PCC Secretariat encouraged all PCC members to take the survey, and requested that PCC members share the survey widely with colleagues in all spheres of library work—vendors, systems, acquisitions, and other areas. When the survey closed on July 14, a total of 860 individuals had responded to it. The results of the survey indicated that many respondents did not realize that they could participate in BIBFRAME developments and testing. The increasing BIBFRAME momentum led to the development of a new PCC web page, “BIBFRAME and the PCC,” launched in August 2014.

Fiscal 2014 was a landmark year in the Cooperative Acquisitions Programs as an up-to-date online management system was installed in New Delhi and Cairo, with plans to expand to the other offices over the next two years. For decades, the overseas offices have supplied publications from their countries of coverage to other research institutions, primarily in North America, on a cost-recovery basis. These Cooperative Acquisitions Programs (CAPs) play a critical role in building area studies collections in libraries that do not have their own acquisitions arrangements in various developing regions. The software that supported the CAPs was antiquated and no longer met information technology standards. The replacement system, Overseas Field Office Replacement System (OFORS), was developed on contract with VTLS, Inc., of Blacksburg, Va., beginning in autumn 2010. The OFORS software was installed in the

New Delhi Office in autumn 2013, and user acceptance testing (UAT) commenced in January 2014. For the UAT, New Delhi Office staff compared 16 CAP vouchers reflecting approximately 1,000 orders representing a cross-section of situations encountered, such as credits to be applied, short supply of copies, discounts, surcharges, etc., in OFORS and in the previous system, IODA. With user acceptance testing and certification and accreditation successfully completed, the Library's Information Technology Services Directorate issued the "Authorization to Operate," and the New Delhi Office went live on OFORS on September 2, 2014. Later in the month, OFORS was installed in the Cairo Office. The directors of the other offices were kept fully abreast of OFORS developments in New Delhi by means of presentations at the field directors' conference in Washington in December and constant email communications throughout the year. During the New Delhi Office UAT, an additional 60 technical service requirements (TSRs) were raised. Some were resolved in 2014, while others would be addressed the next year. The implementation of OFORS promised to safeguard the Library's information technology assets while delivering state-of-the-art services to the Cooperative Acquisitions Program participants and to the area studies divisions at the Library of Congress.

The Dewey Program at the Library of Congress continued its threefold mission to develop, apply, and assist in the use of the Dewey Decimal Classification (DDC). Although the Library does not use the DDC for its own collections, it added DDC numbers to 86,630 titles this year to support the nation's libraries, especially public and school libraries, as well as many foreign libraries that classify their collections according to DDC. This figure represented a decrease of

10 percent from the previous year, which was inevitable given the staffing losses that have left the Program with only four fulltime classifiers. Their work was supplemented by the use of the AutoDewey software in USASH, USPRLL, and ALAWE and USAN—a first this year for the latter two divisions.

The Dewey Program continued to maintain an editorial office through a cooperative arrangement with OCLC, Inc., the owner of the DDC. Editorial work during this period focused on providing exhibits to the Decimal Classification Editorial Policy Committee (EPC) for the Committee's consideration during EPC Meetings 136B-136C, 137, and 137A. Fifty-three exhibits were created for review at the EPC meetings by the editorial staff. The decisions made at the EPC meeting determine how the classification will be changed, ensuring that it is current and relevant to its users.

The editorial staff within the Dewey Section also continued to update data in the Editorial Support System (ESS), making it available in the WebDewey 2.0 environment; they also contributed to the design of new functionality in WebDewey (number building assistant and user contribution). The Dewey editorial staff continued to assist translation partners in the development of several translations of the Dewey Decimal Classification, especially the French and Italian translations of DDC 23.

The Library's Dewey classifiers continued adding Library of Congress classification (LCC) to ECIP records cataloged by the National Library of Medicine. In 2014, Dewey staff assigned 1,910 LCC numbers, an increase of 50 percent over fiscal 2013, to such ECIP records.

The International Standard Serial Number (ISSN) continued to be a versatile, widely used identifier for serials in all formats. The ISSN Section of ABA served as the U.S. ISSN Center. The ISSN has become a critical element in identifying online journals in electronic resource management systems (ERMS) and in citation linking via OpenURL resolution. The U.S. ISSN Center assigned 2,766 ISSN to online journals in fiscal 2014, exceeding its target of 2,400 titles. A key portion of the ISSN assigned to online journals consisted of those ISSN assigned in the ISSN International Centre's Core e-Journals campaign, an international effort to ensure ISSN coverage of the most important e-journals in each country.

This year the Library joined The Keepers Registry, an international consortium of archiving organizations, based at the University of Edinburgh, Scotland, to tell librarians and researchers which e-journals each member institution is keeping safe for the long term. The Keepers Registry uses the international ISSN Register as the basis for its database of e-journals and information about which organizations are archiving and preserving them. The U.S. ISSN Center's records constitute approximately 20 percent of the records for e-journals in the ISSN Register. The Library began providing metadata to The Keepers on a monthly basis to communicate to the registry the e-journal contents it is adding to its collection under its eDeposit program. In addition, this year saw the beginning of ISSN assignment to digital repositories.

The ISSN Section began considering how the international ISSN Network should respond to “predatory publishers” that exploit the author-pays open access digital model.

Manage for results

The ABA Directorate continued its tradition of innovative management for results through its training programs and its ongoing management of more than 425 employees and nearly 50 contractors and volunteers who worked under gratuitous service agreements. In addition, this year ABA actively implemented the Library’s new policy for retention of fewer additional service copies.

The Cooperative and Instructional Programs Division (COIN) of ABA provided professional training to Library staff and the external library community. In fiscal 2014 Library staff filled 1,479 seats in classes offered by COIN. Of the 1,479 seats filled this year, 1,310 were filled by staff in Library Services, while 169 were filled by staff in other service and support units. In Library Services, 488 staff members took at least one course from COIN, while 169 staff members from other service units took at least one course from COIN.

The instructors in COIN designed and taught 29 new instructor-led courses, each of three hours’ duration or longer. An additional two courses were designed solely for eLearning. Working with the Collection Development Officer, ABA staff offered comprehensive training, for the first time in more than 20 years, to staff involved in collection development activity, in order to ensure the judicious growth of the Library’s collections in an inelastic budget environment. The

COIN instructors and chief also provided 175 hours of learning and performance support to Library staff in the form of follow-up on the use of different applications and systems, one-on-one consultations, and the planning of training programs.

In collaboration with a faculty member from the Catholic University of America, a COIN instructor piloted a nine-module instructor-led curriculum, “Descriptive Cataloging Using RDA,” targeted at novice catalogers and students in library and information science graduate programs who are learning to apply the new cataloging instructions *RDA: Resource Description & Access*. At year’s end plans were underway to offer the curriculum in an eLearning format.

The division also started distributing a regular series of very small nuggets of eLearning. These “Boosters” were designed to proactively capitalize on contemporary brain theory and the proven value of mental refreshers to enhance learning gained through formal classroom instruction or through informal performance support. The weekly “Word Booster Wednesdays” and monthly “RDA Toolkit Booster Thursdays” were delivered by email to a growing list of interested Library staff.

Fiscal 2014 was the sixth year since the historic directorate reorganization that took effect October 1, 2008. That reorganization merged cataloging and acquisitions functions and structured the ABA production divisions according to the geographic origin of the materials they acquire and catalog. As staff attrition over the past six years created numerous staff and management vacancies, ABA focused in 2014 on filling four vacancies in chiefs’ positions. New chiefs for USAN and ASME were appointed in April and June, respectively. In September, new

chiefs were appointed for GS and USASH. These appointments provided ABA's Washington divisions with a full complement of chiefs for the first time since 2010.

In the overseas offices, the retirement of the Jakarta field director at the end of February was addressed by rotating the Islamabad director into Jakarta and the Nairobi field director into Islamabad. The directorate received permission to recruit nationally for the resulting vacancy in Nairobi, a process that began in the summer of this year and would be completed the following fiscal year. At year's end eight ABA sections were operating without permanent first-line supervisors. The directorate would make filling these vacancies its foremost hiring priority in the coming year.

Throughout 2014, ABA coped admirably with shortages of hands-on staff, employing details and staff sharing arrangements among divisions to deploy specialized expertise most efficiently; initiating basic descriptive cataloging by technicians to assist the librarians in handling workloads; and using automated tools to manage work on hand and stream incoming materials appropriately. The USPRLL Division created a new CIP Technical Team, staffed by technicians hired for a period not to exceed five years, within its CIP Section to replace contractors who had formerly processed books received in compliance with CIP and PCN program requirements. The directorate addressed changes in the information technology procurement process by naming ALAWE's information technology specialist to serve as the Contracting Officer's Representative (COR) for all of ABA's IT procurements.

The ABA Directorate had a major role in implementing the Library's new policy for retention of additional service copies in the General Collections. The Librarian of Congress on August 30, 2013, approved a change in the Library's policy of retaining two shelf copies of titles published in the United States and selected for the permanent collections. The new policy reduced this to a single shelf copy default for most of the classified general collections. The new policy was necessary because of severe overcrowding in the general collection stacks that threatened the structural integrity of the stack floors. Soon after the Librarian's decision was announced, the Added Service Copies Implementation Group was formed. It was chaired by the chief of USPRLL, with representation from across the Library, and was charged with the following tasks: 1) create a workflow to support the new policy for incoming collection materials; 2) create a workflow to support the deaccessioning of additional service copies from the general collections; 3) create a workflow to facilitate the rapid purchase and processing of second copies when they are needed; and 4) develop a process whereby designated staff, using pre-publication Cataloging in Publication records, can make a "keep two copies" decision in advance of publication for specific titles.

The implementation group proposed a pilot project to apply the new policy to incoming materials. On June 2, 2014, the pilot was deemed a success and the new policy was put into production. By the end of the fiscal year, the implementation group had completed the four objectives in its charge. The new procedures will prevent at least 63,000 duplicate copies of newly received titles from being added to the general collections and will authorize the removal of approximately 100,000 unneeded additional service copies, published after 1950, from the general collections annually. The Library's recommending officers and custodial division managers were kept

informed of the implementation group's progress by means of briefings and a special staff web site. The result of the change in the Additional Service Copies retention decision markedly increased the amount and quality of materials available to the Library's Duplicate Materials Exchange Program and to the Library's Surplus Books Program, enhancing their value to both domestic libraries and the international community. Additionally, tens of thousands of duplicate copies will be offered to agencies that distribute books in bulk to needy educational institutions in Africa, Asia, and possibly Latin America.

The exempt Library of Congress Classification classes and portions of the general collections for which the Library would continue to keep two copies of U.S. imprints were: CR: Heraldry; CS: Genealogy; F below 1,000: U.S. local history (including Hawaii, Puerto Rico, and the U.S. territories that are classed elsewhere); E (entire class): United States history; HF: Commerce; HG: Finance; HJ: Public Finance; JJ: Political Institutions and Public Administration (North America); JK: Political Institutions and Public Administration (United States); Z (entire class): Bibliography, Library Science, Information Resources (General); and all dictionaries and subject encyclopedias. Recommending officers were given the opportunity to review additional copies in all other classes to identify titles for which more than a single shelf copy should be retained. The implementation of the new shelf copy policy, coupled with ABA's efforts to acquire, catalog, and create digital collections content, prepared the Library for a future of burgeoning analog and digital acquisitions reflecting the full range of the world's creativity and knowledge.